
	LOS LUNAS POLICE DEPARTMENT	
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I. LOS LUNAS POLICE DEPARTMENT CANINE (K-9) PROGRAM

A. Purpose:

It is the purpose of this policy to provide guidelines for the operation, training, certification and deployment of the canine unit.

B. Mission

It is the mission of the canine unit to provide specialized services of highly trained canine team to support field units in the performance of their duties. Unit members may also assist in locating evidence that may be of value in a criminal case.

C. Policy

Because of superior senses and agility, the trained police canine is a valuable supplement to law enforcement personnel. It is our policy that assigned canine teams be used, within these guidelines, to prevent, control and detect criminal activity using legally and tactically sound methods.

D. Structure

The canine unit is a specialized unit within the support services division. A canine unit shall consist of one canine team, or several canine teams as determined by the Chief of Police. The canine unit will be under the direct supervision of the Support Services Lieutenant who will be responsible for all administrative/operational matters involving the unit and its members.

E. Definitions

- 1. Handler-** An officer, selected by the Chief of Police or his designee, qualified by the trainer to care for and use a police service dog.

2. **Trainer-** An officer, selected by the Chief of Police or his designee, qualified by a professional training center as an expert in the training and use of police service dogs and their handlers.
3. **Patrol Dog-** A service dog selected by the trainer and qualified by recognized standards to perform basic patrol functions (tracking, suspect and evidence searches etc.).
4. **Detector Dog-** A service dog selected by the trainer and qualified by recognized standards to perform searches for hidden substances (narcotics, explosives etc.).
5. **Canine Team-** The handler and the assigned service dog.
6. **Certified-** A team meeting the performance standards of the department, or recognized professional association, as evaluated by a qualified police service dog expert.
7. **Deployment-** When a handler makes use of the assigned dog on duty in an official capacity.
8. **Apprehension-** When a handler, making use of the assigned dog on duty in an official capacity, assists in location either suspects or evidence.
9. **Community Contacts-** Social and physical contact with citizens of the community.

II. QUALIFICATIONS

A. Handler Qualifications

An officer shall meet the following criteria to be considered for assignment to the canine unit. Interested individuals shall submit a request in writing to his/her supervisor explaining his/her qualifications. Participation in a training session and an oral interview will follow. A recommendation will then be made by the Chief of Police or designee, who will make the final decision. Exceptions may be made when considering prior experience and/or training.

1. Three years of law enforcement experience
2. Must be able to lift and carry the weight of the average police service dog as well as surmount routinely encountered obstacles.

3. Must have an above average safety and attendance in the past twelve months.
4. Must have an overall performance rating that exceeds standards on his/her performance evaluation.
5. Must have no substantiated complaints within the last twelve months resulting in written reprimand or suspension.
6. Must be willing to work flexible hours, overtime and be called out during off duty hours.
7. Must have a suitable place to house the canine and be willing to care for the animal until expiration.
8. Must successfully complete the prescribed training program.
9. Preference is given in the selection process for those employees who reside within the Village limits.

III. RESPONSIBILITIES

A. Handlers Responsibilities

The responsibilities of the handler include, but are not limited to the following:

1. Handlers will perform all patrol related functions.
2. Handlers will be responsible for the actions of their assigned dog at all times.
3. Handlers will be responsible for the proper care of the assigned dog at all times.
4. Handlers will respond to dispatched calls for service whether on or off duty.
5. Handlers will participate in public demonstrations as assigned to him/her during which the canine will remain under the handler's physical control unless there is a physical separation of the canine from the audience.
6. Handlers will be responsible for the proper care and maintenance of all issued equipment.
7. The handler will be responsible to insure that all reports are completed before ending a tour of duty.
8. The handler is responsible for maintaining a log of all the training, deployments, community contacts and apprehensions on the department approved forms.

9. The handler is expected to use his/her skills and those of his/her assigned canine to actively deter and detect criminal activities.
10. The handler shall be issued available training drugs by the support services lieutenant. The amount and type of drugs will be based on availability and the patrol division commander discretion.
11. The handler will be issued a storage container to keep every drug separate.
12. The handler will be issued a storage locker. The handler will also be issued a lock for the locker and will maintain sole possession of the lock key.
13. If training drugs are contained in the patrol vehicle, the vehicle remain locked at all times and no non-sworn Los Lunas Police Department be left alone in the vehicle. The drugs will be kept in the trunk and the trunk will remain closed and locked.
14. Training drugs will be checked, weighed and logged periodically by the handler and his supervisor. Any discrepancies will be noted in the log.
15. In the event of damaged, destroyed or lost drugs, the handler's supervisor will be notified immediately and a report will be made. This report will be forwarded to the Deputy Chief.
16. In the event any discrepancy arises of the amount of training drugs, the handler may be required to submit to drug testing.

B. Handlers Duties

1. Handlers Duties

The canine team will be assigned general patrol duties as directed by the Police Chief or designee.

2. Working hours and assignments may vary according to the needs of the department. Canine teams shall be made available on an on-call basis, twenty-four hours per day to provide assistance.
3. The Canine Unit shall neither be assigned a specific district nor dispatched as a primary unit unless need dictates otherwise. Canine Units shall be dispatched as an assisting unit, when necessary, with the ability to return to service and respond

elsewhere quickly. Canine Units shall be dispatched on all crimes in progress or ones that have just occurred as well as calls to assist the officer. The Canine Unit shall respond on other calls for service (alarms, prowlers, vehicle checks etc.: which could eventually require the need for a police canine.

4. Canine units shall be assigned to work four 10 hour shifts with one day per week designated as a training day. One hour per work day is reserved for the care of the assigned canine.

C. Canine Deployment

The following reflect general guidelines for the deployment of the canine team.

A Police Service Dog handler shall have the ultimate authority not to deploy the dog. The handler will evaluate each situation and determine the use of a Police Service Dog is technically feasible.

In all instances that Police Service Dog is deployed it shall be within departmental guidelines, federal, state and local statutes.

1. The following situations reflect suitable activities for the team.
 - a. Building searches where there is a possibility of a suspect hidden inside, or large structures where search time would otherwise be extensive.
 - b. Searches of open areas of criminal suspects who are actively eluding capture and pose an immediate risk of safety to officers or citizens.
 - c. Tracks for criminal suspects who are actively eluding capture and pose an immediate risk of safety to officers or citizens.
 - d. On lead scouts for possible suspects or evidence in the area. (Note: The handler shall consider the seriousness of the suspected offense prior to deployment)
 - e. Searches for articles of evidence (weapons, narcotics, explosives etc.) or other property that may be of value in a criminal case.

- f. Searches for missing persons and tactical situations.
 - g. Searches for narcotics.
2. The canine shall be confined to a patrol vehicle or kennel unless under the direct supervision of the handler. Canine vehicle windows may be left open, while actively engaged in patrol duties, to allow the canine to enter/exit the vehicle. When the handler leaves the vehicle unattended, and the use of the canine is not anticipated, the vehicle shall be secured with adequate ventilation.
3. ————— When practical, a verbal challenge shall be given before using the canine to search off lead. The challenge shall be repeated with sufficient time **to** allow for a response.

Officer safety or other concerns may negate the necessity for giving verbal challenge prior to initiating the search. When possible, perimeter officers shall confirm that they heard the challenge to insure that it was clearly given at an audible level. Additional challenges should be considered when searching larger structures. The verbal challenge shall include at least the following:

- a. Identification as law enforcement, such as but not limited to: "Police K9 unit" or "Los Lunas Police Department".
- b. Command or required action, such as but not limited to: "Stop" or "Come out towards my voice" or "Drop the weapon".
- c. Possible outcome if commands disobeyed, such as but not limited to: "A police dog will be deployed" or "A police K9 will be used to find you. The police dog does bite".

D. Documentation in instances of bites (accidental or intentional

Documentation of Canine Apprehension: An incident report will be completed anytime a person has been bitten, whether accidental or as a result of a police action. (Bites to participants in training exercises are the only exception). The Canine officer will be responsible for completing an

Incident Report. The report will be submitted to shift supervisors for review. The Support Services Lieutenant will be notified of any police canine apprehensions and will forward a copy of the original report to the Chief of Police.

When canine apprehensions occur:

1. All persons bitten by police canines should be offered medical treatment.
2. Color photographs should be taken of injuries caused by a police canine regardless of the severity.
3. Canine handlers are responsible for immediate notification of shift supervisors and the Shift Lieutenant when their canine has bitten anyone.
4. The handler will completely document the events leading up to, and including the biting incident.
5. The supervisor should complete an investigation of the incident, to include conversations with the injured party, witnesses, etc. The supervisor should determine whether or not the bite was accidental and document the incident accordingly.
6. The following documentation should be included, when applicable, as part of the Canine Apprehension Report:
 - Arrest Report;
 - Use of Force Report;
 - Incident/Offense Report;
 - Witness Statements;
 - Officer(s) Statements; and/or
 - Any other pertinent information.

****NOTE:** Police canines are exempt from the 10-day quarantine after a bite and may continue to work.

E. Management of Training Aids

1. All training aids will be stored in locked safes. Each safe is behind a locked door and secured in the building in some fashion. Only canine unit shall have the combination to those safes.

2. A ledger will be maintained to document the type and quantity of training aids on hand within the unit. The location and quantity of training aids on hand within the unit. The location and quantity of all training aids will be known at all times. The ledger will remain secured within the safe.
3. While aids are checked out, and in the possession of the handler their security will be the sole responsibility of the handler.
4. Any aid lost or damaged due to training will be reported immediately to the support services Lieutenant.
5. Any aid lost or damaged due to suspected criminal activity shall be reported immediately. The report shall be in the form of an offense report. The location of the incident shall be treated as a crime scene.
6. Any loss of drugs will be reported to the support services Lieutenant.

F. Emergency Procedures

The following guidelines should be used by officers when a canine handler becomes incapacitated and the canine is not contained:

1. Call Los Lunas correctional facility and have a canine handler go to the scene.
2. Officers shall follow the direction of the handler if he/she remains conscious.
3. If the handler loses consciousness, then officers shall consider the following:
 - a. If at all possible, await the arrival of additional canine personnel from Los Lunas Correctional Facility.
 - b. Avoid direct contact with the dog
 - c. Don't excite the dog with loud noises or sudden movements.
 - d. Don't approach the handler, unless absolutely necessary, as the canine will be protective.

- e. Attempt to contain the canine by slowly driving the canine vehicle or other caged vehicle in close proximity, sound horn and loudly yell out “kennel” or “truck”.
 - f. If previous measures are not successful, protective clothing found in the canine vehicle coupled with loud noises and sudden movements will attract the canine’s attention. When the canine engages the protective clothing he/she may be dragged to the awaiting vehicle or other suitable area of confinement.
4. Destroy the canine only as a last resort and when human life is in jeopardy.

IV. EQUIPMENT

- A. All K-9 handlers will be issued the following equipment for use in handling/
housing their dog:
- 1-muzzle;
 - 1-six-foot lead;
 - 1- ¾ or 1-inch leather collar;
 - 1-heavy metal choke chain;
 - 1-30-foot web tracking lead;
 - 1-leather tracking harness;
 - 1-quick release tracking lead;
 - 1-dog house with cushion and winter bedding;
 - 1 6-foot x 12 dog kennel;
 - 1-6-foot x 12 concrete slab for the dog kennel;
 - 1-Extra-large dog kennel crate;
 - 2-3-foot x 3-foot foam cushions 4 inches thick
 - 1-K-9 protective armor and stab resistant vest;
 - 1-K-9 first aid kit;
 - 1-K-9 police badge
 - 2-dog feed bowls;
 - 1-non-spill water bowl;

- K-9 training toys;
- K-9 brushes rake and comb
- 1-Exposed bite sleeve

B. K-9 training equipment to be provided and replaced by the department

- 3-exposed bite sleeves with covers, varied bite bars;
- 1-young bite sleeve;
- 2-hidden bite sleeves;
- 1-neoprene gauntlet;
- 1-bungee cord with hooks on both ends;
- 2-scratch pants (one medium and one large)
- 1-agitation sack;
- 1-police package bite suit with carry bag;
- 3-agitation harness;
- 3-electronic collars;
- 5-narcotics cans for housing narcotics;
- 10-narcotics bags;
- 10-narcotic aluminum containers;

V. ADDITIONAL REQUIRMENTS

- Canine handler will be responsible for attending a basic canine handler's course. After completion of the basic handler's course one day per week should be designated as a training day. These training hours will be worked into handler's regular schedule.
- Canine handler will be required to participate in a program of in-service training on a periodic basis to maintain proficiency.
- Canine Handler will be required to train for, attain, and maintain relevant Canine team certifications.

- D. The Los Lunas Police Department K9 unit will be required to maintain a 90% minimum on the listed firearms qualification course(s):
- a. NMDPS Day Pistol
 - b. NMDPS Day Rifle
 - c. Shoot on the move gas mask combination pistol/rifle.
 - d. NMDPS Night Pistol
 - e. NMDPS Night Rifle.